

MINUTES
MURFREESBORO WATER AND SEWER BOARD
September 27, 2011

The Murfreesboro Water and Sewer Board met on Tuesday, September 27, 2011 in the conference room at the Operations and Maintenance Building, 1725 S. Church Street. Present at the meeting were Board members: Mr. John Sant Amour, Mr. Clay Beach, Dr. Al Carter, Mr. Toby Gilley and Ms. Sandra Trail. Also present were Joe Kirchner, Darren Gore, Valerie Smith, Michele Pinkston, Alan Cranford, Betsy Davidson, Susan McGannon, Keith Carpenter, Robert Haley, Jim Crumley, Terry Taylor, Donald Hughes, Mike Hughes, along with other members of the public.

The Consent Agenda was presented for the following considerations:

A. Consider a request to abandon an existing water easement south of Westbrook Towers –

This request, from the owner, was to abandon an existing twenty (20) foot water easement running south of the existing Westbrook Towers Building. Westbrook Towers is proposing an addition to the building along this south side. A portion of the existing water main will be under this addition. Prior to construction of the building addition they will relocate the existing water main further to the south into the parking area and dedicate new water easement. The Owner of the property requested that the existing easement on Exhibit No.1 be abandoned. This item was presented and approved at the Planning Commission meeting on Wednesday, September 21st as a Mandatory Referral item. Staff recommended that the Board recommend to the City Council approval of abandoning the easement.

B. Consider a request to abandon an existing sewer easement at the corner of Memorial Blvd. and Northfield Blvd. –

This request was to abandon a portion of an existing twenty (20) foot sewer easement. The property on the southwest corner of Memorial Boulevard and Northfield Boulevard is subdividing and the existing building at the corner will be demolished and rebuilt as a Murphy Oil convenience/gas station. A portion of the existing sewer main will be removed prior to construction of the building. Therefore, the Engineer on behalf of the Owner of the property requested that a portion of the existing easement be abandoned. This item will require approval from the Planning Commission at a future meeting. Staff recommended that the Board recommend to the City Council approval of abandoning a portion of the easement.

C. Consider a proposal for an Engineering Services Agreement from LittleJohn Engineering –

Travis Wilson with LittleJohn Engineering Associates has presented a SSES Database Development proposal. Over the course of the last six months, LittleJohn Engineering has been advising the Department regarding the information in our sewer databases. These sewer databases include video inspection, manhole inspections and smoke testing records. They have advised us regarding database format, structure and coding as it relates to the integration into our GIS system. They have made

recommendations as to what steps should be taken to accommodate sewer main video inspection defects (PACP data) into the GIS system. This proposal will take the Department one step closer to integrating our inspections into our GIS mapping system. This integration of the inspections will allow the Department to easily show all of the defects within the sewer system on the GIS maps. LittleJohn will re-develop our current databases in which manhole and smoke test inspection data can be entered and to develop the database entry form. In addition to the database work, they will create manhole and smoke testing inspection field forms which can be submitted by the field inspectors electronically. The intent is to develop a Master Engineering Agreement with LittleJohn Engineering for integration of all sanitary sewer rehabilitation databases of the different inspections into the GIS system and provide services as needed through future Task Orders. The purpose for this work is to assist developing sanitary sewer rehabilitation projects with more detailed and accessible information. The schedule will be on an as needed basis for the next six (6) months. Their professional fee is based on a standard hourly rate, not to exceed \$4,000, as directed by MWSD for specific tasks related to creation and implementation of the SSES database and associated field forms.

Staff recommended that the Board recommend to the City Council approval of the Engineering Services proposal from LittleJohn Engineering in the amount not to exceed of \$4,000. At a later date a Master Services Agreement will be brought back to the Board for consideration.

A motion was made by John Sant Amour to accept the Consent Agenda as presented and it was seconded by Sandra Trail. The Board voted unanimously to accept the Agenda.

The August 23, 2011 Board Minutes were unanimously accepted as presented.

The Board considered the purchase of SolarBee BeeKeeper Service Program for the Tiger Hill and Stoney Meadow storage tanks.

Staff requested to purchase the SolarBee BeeKeeper Service Program for the SolarBee tank mixing systems located at Tiger Hill and Stoney Meadow tanks. With the tank mixing systems coming out of warranty in October, staff recommended the purchase of the BeeKeeper Service Program (BeeKeeper) prior to the warranty expiration on October 31, 2011. The SolarBee continuous mixing systems maintain water quality in our storage tanks by preventing water stagnation which may cause loss of residual chlorine, long water age resulting in taste and odors and thermal stratification. The BeeKeeper includes:

- Universal Damage Repair Including Acts of Nature, Vandalism & Accidents
- Leading Edge Technology: Hardware, Software & Firmware Upgrades
- Guaranteed Periodic On-Site Maintenance Visits Throughout The Year
- Rapid Onsite Response For Critical Application & Service Issues
- Access To Experienced On-Staff Water Quality Experts For Data Analysis
- Replacement Parts Shipped Direct For Easy Repairs
- Water Quality Data & Reporting

The BeeKeeper Service Program is available in three (3) options:

- Option 1 – Re-quoted Annually \$6,980.00
- Option 2 – Locked Annual Cost (3-year term) \$7,335.00
- Option 3 – Upfront One Time Cost (3-year term) \$20,145.00

Staff recommended Option 3 at a cost of \$20,145.00. The term of the warranty for both tank mixing systems will be from October 2011 through October 2014. The SolarBee mixing systems are patented and only manufactured, installed and maintained by SolarBee.

Staff recommended the Board recommend to the City Council to approve the purchase of BeeKeeper Service Program, Option 3, from SolarBee in the amount of **\$20,145.00**. This service will be paid for in one year but expensed over the life of the warranty and included in the annual expense budget for tank inspection and maintenance.

Sandra Trail made a motion to approve. Dr. Carter seconded. The motion unanimously passed.

The Board considered the sole source purchase of Media Master to clean the Granular Activated Carbon filters at the Water Treatment Plant.

Based on a microscopic filter media analysis and testing, the granular active carbon media in the Granular Active Carbon (GAC) filters show buildup and surface deposits. Treatment for removal of taste and odor remains effective however, the removal of Disinfectants/Disinfection By-Products (D/DBP) is declining. The expected service life of the media is between 2 to 5 years depending on the water quality coming into the filters. The present media has been in service since 2009. Staff has researched chemical cleaning and total replacement to improve removal of D/DBP. Only a field test with the new product will tell if the Media Master can perform as reported by the manufacturer and supplier. Staff research identified a product known as Media Master that has yielded good results in restoration of GAC. Blue Earth Labs, formally Floran, is the manufacturer and only supplier of the agent. This is the only chemical found that is NSF 60 certified for use in drinking water. This certification is required by regulations for all drinking water treatment chemicals. In the past the Department has used another Floran product, Filter Fit, to clean iron and manganese deposits from the former gravity sand filter media and filter bay walls. This same product is presently being used for cleaning the GAC filter walls and softening basing equipment. Filter Fit has consistently provided excellent results. If the Media Master product performs as expected on one filter, this cleaning will be conducted on all four filters in May or June of 2012 and annually thereafter. This is to ensure maximum disinfection byproduct removal during the most critical time of the year for disinfection byproduct formation.

Staff recommended the Board recommend to the City Council the purchase of Media Master from Blue Earth Labs', the only source of this product, in the amount of \$16,871.70. This is the only product found that is NSF 60 certified for use in water treatment. Funding is from the fiscal year 2011-12 operating budget.

Sandra Trail made a motion to approve the purchase. Toby Gilley seconded. The motion unanimously passed.

The Board considered the sole source purchase of GlobalCare Complete Support for the SCADA System at the Water Treatment Plant.

Staff requested to purchase GlobalCare Complete Support for the Water Treatment Plant's Supervisory Control and Data Acquisition (SCADA) System known as GE iFix. GE developed the software and provides support for this SCADA software.

The GlobalCare Complete Support includes; software for all version upgrades as they are released release keeping the software up to date, twenty-four seven emergency support, service packs, product fixes, security updates, firmware updates and more. The software support is mission critical to maintaining the maximum operations and functions of the software and hardware upgrades on the SCADA system. The initial software system, as well as hardware, was acquired through public bid in 2009 for the construction the Stones River Water Treatment Plant. The system was provided through subcontract to the general contractor. The software was purchased by the subcontractor from Advantage Industrial Automation, GE' sole source authorized sales representative. GE has regional sales representative companies that are the only provider of their software in that region.

Staff recommended the Board recommend to the City Council to approve the purchase of GlobalCare Complete Support from GE's sole source authorized sales representative, Advantage Industrial Automation, in the amount of \$16,927.50. The approval is subject to the review of the contract by the City Attorney. Funding is from the operating budget.

Clay Beach made a motion to approve. Sandra Trail seconded. The motion passed unanimously.

The Board considered bids for construction equipment.

Three bids were received for an asphalt paver, dump truck and track hoe and presented to the Board for consideration.

Terry Taylor, the Superintendent of Operation Maintenance and his staff evaluated the information submitted with the bids. Equipment specifications furnished in the Invitation to Bid (ITB) for all three types of equipment were intended to establish a desired quality or performance level or other minimum requirements to provide the best product available at the lowest possible price. The bidder was required to fully describe every variance, exception and/or deviation from the Bid Specifications. As stated in the ITB, the City reserves the right to be the sole judge in making determination of substitutions submitted by each bidder. Items proposed deemed not of equal and/or better and a comparable quality as that specified shall be cause for rejection of the bid.

Asphalt Paving Machine

	Company-Bidder	Bid Amount	Optional Warranty	Total Amount
1	Power Equipment	\$ 84,500.00	\$2,305.00	\$ 86,805.00
2	Thompson Machinery	\$102,329.00	\$3,300.00	\$105,629.00
3	Diamond Equipment	No Bid	No Bid	No Bid

Staff recommended the Board recommend to the City Council award of the bid to Power Equipment in the amount of \$84,500.00 which includes a first year warranty on the engine and machine. The asphalt paver proposed by Power Equipment meets the desired quality, performance level and meets or exceeds other minimum requirements to provide the best product available at the lowest possible price. It is further recommended accepting the optional one year extended warranty after the first year in the amount of \$2,305.00. The total contract amount is \$86,805.00.

Dump Truck

The apparent low bid from Neely Coble did not meet the desired quality, performance level nor met specification minimum requirements for the following materially significant specification elements: lighter weight and smaller cab, lighter weight frame, did not have a window in the lower portion of the right hand door for viewing a mirror eliminating blind spots to the driver. The dump truck proposed by Cumberland International did not meet the desired quality, performance level nor met specification minimum requirements for the following materially significant specification elements: lighter weight and smaller cab, lighter weight frame, did not have a window in the lower portion of the right hand door for viewing a mirror eliminating blind spots to the driver, was not compliant with 2010 EPA Emissions (the engine is allowed by credits for other engines). Generally speaking, the trucks proposed by first and second low bids were not as heavy duty as specified. Contractors performing heavy construction do not use the lighter duty truck for road building and utility contracting.

Staff concurred with the recommendation of Mr. Taylor and recommended the Board recommend to the City Council award of the bid to **Mack of Nashville** in the amount of \$113,964.00 which includes a first year warranty on the engine and machine. Mack of Nashville submitted the low responsive bid that meets the specifications. The Department presently has four Mack dump trucks in service ranging in age from 1999 to 2004. The City Sanitation Department has eleven such trucks. The City Fleet Services Department is familiar with the parts and service for Mack trucks.

It is further recommended accepting the optional five year/100,000 mile extended warranty after the first year in the amount of \$4,828.00. The total contract amount is \$118,792.00.

	Company-Bidder	Truck Model	Bid Amount	Optional Warranty	Total Amount
1	Neely Coble	Freightliner	\$111,129.00	\$1,925.00	\$113,054.00
2	Cumberland	International	\$113,183.00	\$2,650.00	\$115,833.00
3	Mack of Nashville	Mack	\$113,964.00	\$4,828.00	\$118,792.00
4	Rush Truck Center	Volvo	\$138,617.00	\$2,600.00	\$141,217.00
5	Thompson Machinery	Caterpillar	\$128,459.66	\$3,350.00	\$131,809.66

Track Hoe

The apparent low bid from Diamond Equipment Company does not meet the desired quality, performance level nor meets specification minimum requirements for the following materially significant specification elements: engine horsepower, end and side lift capacity at ground level over a range of reaches, maximum draw bar pull and fuel tank capacity.

The bid submittal from Nashville Tractor was incomplete. Only a few basic specifications were provided in the bidder submittal and no deviations were noted. Although not obligated to do so staff did research on the internet the equipment specifications and believe what is proposed does not meet the desired quality, performance level nor specification minimum requirements. The track hoe proposed by Nashville Tractor did not meet the desired quality, performance level nor met specification minimum requirements for the following materially significant specification elements: engine horsepower, travel speed, maximum dig height, fuel tank capacity and hydraulic oil reservoir capacity.

Scott Equipment submitted an incomplete bid. Only a few basic specifications were provided in the bidder submittal and no deviations were noted. The information was inadequate to completely evaluate the equipment to determine if it meets the specification minimum requirements. In the information that was submitted, the truck weight and draw bar pull did not meet specification minimum requirements and is a materially significant deviation. Although not obligated to do so staff did research on the internet the equipment specifications and believe they did not meet the desired quality, performance level nor specification minimum requirements.

Staff recommended rejecting the bids from Diamond Equipment Company, Nashville Tractor and Scott Equipment for the reasons stated above.

The bid for the track hoe that meets the desired quality, performance level and meets materially significant minimum specification requirements was submitted by Thompson Machinery.

Staff concurred with the recommendation of Mr. Taylor and recommended the Board recommend to the City Council award of the bid to Thompson Machinery in the amount of \$186,638.00 which includes a first year warranty on the engine and machine. Thompson Machinery submitted the low responsive bid that meets the specifications.

It was further recommended accepting the optional three year extended warranty after the first year in the amount of \$3,315.00 and the optional bucket in the amount of \$7,532.00. The total contract amount is \$197,485.00.

	Company-Bidder	Bid Amount	Optional 3 Yr.	Optional Bucket	Total
1	Diamond Equipment	\$156,396.00	\$2,679.00	\$5,495.00	\$164,570.00
2	Nashville Tractor	\$176,495.00	\$3,709.00	\$3,998.00	\$184,202.00
3	Scott Equipment	\$174,941.00	\$4,950.00	\$4,636.00	\$184,527.00
4	Thompson Machinery	\$186,638.00	\$3,315.00	\$7,532.00	\$197,485.00
5	Nortrax	\$193,768.00	\$3,950.00	\$4,400.00	\$202,118.00
6	Power Equipment	\$208,419.00	\$4,272.00	\$4,620.00	\$217,311.00

Funding for the purchase of this equipment was recommended from Department working capital. The total amount to be funded is \$403,082.00.

At the request of the Board, the purchase of used equipment was investigated. Due to the unique specialty of an asphalt paver no used units were found. Because government entities receive such large discounts from the manufacturers the Department is able to purchase equipment for far less than private contractors. Staff did not recommend pursuing used equipment.

Toby Gilley made a nomination to accept the Asphalt Paver bid. Clay Beach seconded. The motion unanimously passed.

Clay Beach made a nomination to accept the Dump Truck bid. Toby Gilled seconded. The motion unanimously passed.

Sandra Trail made a motion to accept the Track Hoe bid. Dr. Carter seconded. The motion unanimously passed.

The Board considered The Tennessee department of Environment and Conservation Director's Order and Assessment Case No. DW11-0001.

On December 7, 2010 the Division of Water Supply (Division), issued Sanitary Survey (Survey) correspondence and a Notice of Violation (NOV) resulting from a Survey performed on November 16-17, 2010. The Department received a score of **98** which is an "Approved" rating. Every water system should strive to attain an "Approved" rating. In addition to the rating there are circumstances and/or situations where a sanitary survey is used to establish compliance deadlines or contain a Notice of Violation (NOV) or Notice of Non-compliance (NONC). These items initiate enforcement procedures to achieve compliance. The enforcement can be public notification or fines. This is all determined by the Nashville Central Office.

The subject Order is the enforcement action for violations identified while conducting the Survey. The Department violated T.C.A. 68-221-706(a)(3) for failing to submit plans and specifications for water line construction to the Division prior to beginning construction for three water line replacement projects. These were small projects completed by Department crews. This work was considered replacement and not “new construction” however the Division considers them “new construction” therefore we were technically in violation. It should be noted that the Department has technical specifications for the installation of water lines that have been approved by the Division and are used for all construction by contractors for the Department, developers and the Department crews. All public health requirements were met other than reporting. In discussion with the Division they understood that some water line work may require immediate action. Therefore they allow the Department to verbally notify the Division, when necessary, the beginning of construction on a water line prior to the plans being submitted and approved by the Division.

The Murfreesboro Water and Sewer Department has the right to request a hearing before the Water Quality Board by written petition including reason(s) for the hearing. The Department may also request an extension in the time allotted for compliance with the Order, which in this case is thirty days from the effective date of the Order. Staff found no errors in the facts, although they disagreed with the interpretation of the intent of the regulation. The monetary assessment of Civil Penalty in the total amount of \$1,500.00 is recommended for payment.

With the concurrence of the City Attorney, staff recommended not requesting a hearing and payment of the assessment.

Sandra Trail made a motion to pay the \$1500 fine. Toby Gilley seconded. The Board voted unanimously to pay the fine.

The Board considered bids for the Molloy Lane Water Quality Pond.

Staff advertised for bid the construction of the Molloy Lane Water Quality Pond on August 28, 2011. Bids were received on September 20, 2011 from two (2) prospective bidders.

The following table summarizes the bid results for the referenced construction project:

Bidder	Bid Amount
Rollins Excavating	\$143,549.00
Civil Constructors	\$172,225.00

Rollins Excavating is being recommended as the lowest responsive and responsible bidder. Rollins Excavating has done several projects for the City of Murfreesboro and the Murfreesboro Water and Sewer Department.

Therefore, staff recommended the Water and Sewer Board recommend to City Council awarding

the referenced contract to Rollins Excavating in the amount of \$143,549.00. The Molloy Lane Water Quality Pond was identified as a \$300,000 project on the 2011-2012 stormwater capital improvement projects. Staff recommended funding coming from the stormwater working capital reserves.

The Board considered a recommendation regarding TN Department of Transportation repaving operations on South Church Street.

A representative of the Tennessee Department of Transportation (TDOT) has requested that the Murfreesboro Water and Sewer Department reimburse LoJac Enterprises, Inc. the cost of \$13,450 to adjust all the manhole castings and valve box castings located along South Church Street between Indian Park Drive and Broad Street as part of TDOT's repaving project occurring along this section of roadway. Staff was not aware of TDOT ever requesting reimbursement from the Department for casting adjustments and in the recent past TDOT has reimbursed the Department for any utility relocations necessitated as part of a TDOT road improvement project. Staff's inquiry as to why this was occurring on this particular project has been answered that this particular project is a re-surfacing project, and castings adjustments were not part of the Contractor's bid requirements. In the past, paving contractors have adjusted the castings as incidental to the work; however, in this project, LoJac Enterprises believed the number of adjustments to be extraordinary and is requesting additional payment.

Staff was of the opinion that the work needed to be done and done properly to avoid any future claims associated with potential vehicular damage associated with a low or maladjusted casting on this section of roadway. Therefore, staff requested a recommendation from the Board to the City Council for approving payment in the amount of \$13,450 to LoJac Enterprises, Inc. Funding for this unforeseen expenditure was recommended to come from the Department's working capital reserve account.

Staff will follow up with a reimbursement request to TDOT stating our position that casting adjustments should be considered the equivalent to TDOT's policy for paying for utility relocation. The letter will also state that all future TDOT re-surfacing projects in the City of Murfreesboro should contain provisions for casting adjustments as part of the Contractor's bid without expectation of reimbursement from the Murfreesboro Water and Sewer Department.

After further discussion, Clay Beach made a motion to defer action pending further information to be provided to the Board at a later date. Toby Gilley seconded. The motion was unanimously passed.

The Board considered a proposal for professional engineering services from SEC for the sanitary sewer extension along Hwy. 96 to Veterans Parkway and a draft agreement with Family Worship Center.

Staff has revised the draft agreement per the request of the Board at the August 2, 2011 Board meeting. The revised agreement obligates the Family Worship Center to pay for 50% of the engineering, easement and construction costs associated with the referenced sanitary sewer extension. In conjunction with approving the revised DRAFT agreement, staff requested the Board's recommendation to City Council to award the engineering design of this sewer extension to Site Engineering Consultants, Inc.

(SEC). SEC's proposal is in the total amount of \$12,250.00. They were recommended to design this sanitary sewer extension due to their familiarity with the site, as they have worked previously with Family Worship Center on their property boundary work as well as working with a potential buyer on a probable subdivided 16-acre site plan. As a reminder to the Board, the Family Worship Center requested cost-sharing with the Department for this extension due the crossing of Overall Creek and the associated expense. This creek crossing is necessary to serve a larger sub-basin, as identified in the Department's Sub-basin Area Master Plan (SAMP) for service areas 88, 94, and 98. This sanitary sewer extension would fulfill a public purpose for a greater service area.

Staff recommended the Board recommend to City Council approving the draft agreement, as revised and approved by the Legal Department, and awarding the design of the sanitary sewer extension to SEC, Inc. in the amount of **\$12,250.00**. If any substantive changes occur regarding easement acquisition, staff will come back to the Board requesting approval for acquisitions. Funding of the Department's share was recommended to come from the working capital reserve account.

John Sant Amour made a motion to approve. Dr. Carter seconded. The Board unanimously approved.

The Board considered a proposal for professional engineering services from Smith Seckman Reid for Arc Flash Assessment SSR Engineering Work Order 11-47-017.0.

The NFPA 70E Arc Flash standard outlines the specific practices and standards to be followed in protecting a workplace from arc flash and other electrical hazards. OSHA has referenced compliance to NFPA 70E using Section 5(a) (1) of the Occupational Safety and Health Act of 1970, commonly referred to as the "general duty clause," as their basis for implementation. NFPA 70E requires an assessment to be conducted of all electrical installations that are accessed by employees. An assessment of the entire Department will occur over a three year period. The initial phase of the assessment, which this engineering work order covers, will begin with assessment, documentation, reporting and recommendations for remedial action for 12 of the total 43 sewage pumping stations in the sanitary sewer system. These 12 sewage pumping stations pose the greatest risk. Subsequently, in years two and three, the remaining 31 sewage pumping stations will be assessed followed by the wastewater plant and water plant. Proposals for future work will be presented to the Board for approval as the program progresses. Actions resulting from the assessments will be Hazard Risk Labeling, arc flash clothing and personal protective equipment for employees, arc flash training and assessment updates every five years.

Staff recommended the Board recommend to the City Council approval to execute Smith Seckman Reid, Engineering Work Order 11-47-017.0 as presented. Compensation for the services outlined in the Agreement is a lump sum \$19,865. Funding in the amount of \$20,000 has been provided in account 724.000, Outside Services, Lift Stations, in the fiscal year 2011-12 operating budget.

Clay Beach made a motion for approval. Toby Gilley seconded. The Board unanimously approved.

Staff presented a draft 2010-11 MS4 Annual Report. This is a storm water quality reported that is to be submitted to the TN Department of Environment Conservation along with our stormwater permit by the end of October, covering the period July 1, 2010 to June 30, 2011.

Clay Beach made a motion to accept the report as presented by staff. Dr. Carter seconded. The Board unanimously approved.

The Board considered a recommendation to terminate a contract with Flat Rock Construction Company for the removal and disposal of water treatment residual solids from a lagoon.

Services to remove and dispose of the sludge from a lagoon at the water treatment plant were publically bid by the Department. A contract was awarded and executed with Flat Rock Construction Company to perform the scope of work for \$41,295.00. Flat Rock Construction Company is a small family excavating company that has satisfactorily completed similar work for the Department multiple times in the past. The owner and operator is incapacitated by an illness and is unable to fulfill the contract obligation. His wife has unsuccessfully attempted to find a subcontractor that could complete the work for him. Due to the immediate need to remove the sludge during the dry season Rollins Excavation is performing the work on a time and material basis based on their present annual contract with the city.

Staff recommended the termination of the contract between the City of Murfreesboro and Flat Rock Construction Company for Water Treatment Lagoon Sludge Removal, dated April 18, 2011. Staff further recommended, subject to the opinion of the City Attorney, not pursuing damages for breach of contract.

Clay Beach made a motion to approve. Sandra Trail seconded. The Board unanimously approved.

Staff presented the Connection Fee Report for February 2011 through August 31, 2011.

Ordinance 11-O-01 became effective February 10, 2011; it reduced the water connection fee by \$250 and sewer connection fee by \$750 for single-family residences. The single-family residential water connection fee was reduced from \$1,200 to \$950. The single-family residential sewer connection fee was reduced from \$2,250 to \$1,500. The fees will revert back to the pre-ordinance amounts automatically on March 1, 2012. The fees for all other customer classifications did not change. For the period February 10 through August 31, 2011, there were 34 single-family residential water connection fees sold resulting in \$8,500 less of revenue that would have been collected at the higher fee. For the same period, there were 253 single-family residential sewer connection fees sold resulting in \$189,750 less of revenue that would have been collected at the higher fee. The total reduction in revenue attributed to the reduced fees is \$198,250.

The City Building and Codes Department reported 199 new single-family detached permits issued for the period February 10 through August 31, 2011. For the same period last year, 176 single-family detached permits were issued.

Staff presented the Financial Reports for year ending June 30, 2011.

Staff presented the Water and Sewer Dashboard Performance for August, 2011.

The exhibit entitled Sheet S-1 Northfield Court Associates, Ltd. and Northfield Court Associates L.P, approved with Item B of the Consent Agenda was incorrect. Staff presented a corrected exhibit entitled Northfield Court Associates, LTD and Northfield Court Associates LP, dated 9/23/11 for approval. A motion was made by Clay Beach to accept and seconded by Dr. Carter. The Board voted unanimously to accept abandoning a smaller portion of the easement as represented on the corrected exhibit.

There being no further business, the meeting was adjourned.

John Sant Amour, Chairman